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Mss. C65-7
Pan-American Exposition Company Records, 1899-1908; bulk 1899-1902

Call number:	C65-7
Creator:	Pan-American Exposition Company (Buffalo, N.Y.)
Title:	Records
Dates:	1899-1908
Language(s):	English
Location:	Manuscript Room and Resource Center
Size:	5 boxes + 36 oversize volumes (14.5 linear ft.)

Acquisition Information:	Board of Director's minutes, vols. 1, 2, & 4 and Director-General's report: Gift of Edwin Fleming, accession number 28018. Other material: found in collection.
Restrictions:	None.
Preferred Citation:	The Buffalo History Museum Research Library, Mss. C65-7. Pan-American Exposition Company (Buffalo, N.Y.). Records.
Processing Information:	Accessioned 1920; 1965. Arranged and described by Patricia M. Virgil, May 1997. Updated by Sue Cutrona, September 2025.
Notes:	Pan-American Exposition: A Guide to Collections This document provides links and information on other Pan-Am material in our Library and elsewhere.
Collection Access:	Researchers wishing to access this collection must apply for a Scholar Pass and present valid photo ID upon arrival to the library. Library use is by appointment. **Note:** Due to their large size, most of the ledgers and bound volumes are stored off-site. **These are marked with an asterisk (*).** A special appointment may be needed to study them.

Historical Note:

The Pan-American Exposition Company was incorporated under the Pan-American bill signed by New York Governor Theodore Roosevelt on January 20, 1899. The bill became Chapter 2 of the New York State laws of 1899.

Twenty-five of the more than 300 incorporators were elected to serve three-year terms as members of the Exposition Board of Directors. The board was charged with making and amending Exposition by-laws, electing a president, ten or more vice-presidents, a secretary, a treasurer, creating committees as needed, and filling all vacant positions. The board also formed an executive committee, and appointed a director general, an auditor, and a board of women managers.

The board of directors elected John G. Milburn president and appointed William Buchanan director-general. The following committees were created: Finance; Concessions and Exhibits; Transportation; Publicity; Law and Insurance; Foreign Relations; and Printing and Supplies.

Scope and Content Note: The collection includes Minutes of the Board of Directors, 1899-1909; financial records, including cash books, ledgers, a record of insurance, and auditors' memoranda; site selection records; an index to exhibits; construction field books; Board of Women Managers' minutes and visitor register; correspondence, reports, and memoranda of the Director-General; also budgets, estimates, and contracts of the Director-General; a letter to Roswell Park concerning the operation on President McKinley; Press Dept. and Bureau of Information reports; Division of Ethnology and Archaeology visitor registers and exhibit records; New York State Building visitor registers; and U.S. Government Building guard orders and personnel lists.

Arrangement: The collection is arranged by the board, committee, department, or division that created the records:

I. Board of Directors
    Subseries A: Treasurer
    Subseries B: Secretary
II. Joint Committee of Architects and Engineers
III. Committee on Exhibits
IV. Board of Women Managers
V. Director-General
VI. Medical Director
VII. Committee of Audit
VIII. Dept. of Works
IX. Division of Ethnology and Archaeology
X. New York State Building
XI. U.S. Government Building

Subject Headings: McKinley, William, --1843-1901--Assassination.
Pan-American Exposition--(1901 :--Buffalo, N.Y.)
Exhibitions--New York (State)--Buffalo

Box and Folder List:

Box 1

Series I: Board of Directors

1.1 Vol. 1: Minutes, Mar. 6 - Dec. 5, 1899

1.2 Vol. 2: Minutes, Jan. 2 - Sept. 20, 1900

1.3 Minutes of proceedings of Board of Directors, Oct. 2, 1900-Jan. 3, 1901

1.4 Minutes of Proceedings of Board of Directors, Jan. 8-Mar. 5, 1901

1.5 Vol. 3: Minutes, Apr. 2 - Aug. 27, 1901

1.6 Vol. 4: Minutes, Sept. 3, 1901 - Oct. 22, 1909

1.7 Agreement with Bronson C. Rumsey, 1900, re excavations on leased land.

1.8 Records of the Pan-American Exposition Company, 1901

Subseries A: Treasurer

1.9 Mortgage bond resolutions, memoranda, 1900-1902

Vol. 5*: Cash book, Nov. 2, 1901 - Nov. 29, 1906

Vol. 6*: Journal, Apr. 30. 1901 - Jan. 1902

Vol. 7*: Journal, Nov. 2, 1901 - Oct. 1908. "Books of the Pan-American Exposition Company as per balance sheet at Nov. 2, 1901."

Vol. 8*: Construction ledger, June 20, 1899 - June 30, 1903. Lists date, voucher no., what for, total; includes buildings, canals, docks, bridges, horses, wagons, plumbing, architectural services, railroads.

Vol. 9*: Department ledger 1, Apr. 27, 1899 - Apr. 30, 1901

Vol. 10*: Department ledger 2, July 12, 1901 - Feb. 20, 1902

Vol. 11*: Department ledger 3, June 1, 1901 - Oct. 20, 1902. Include disbursements for salaries, advertising, carriage hire, entertainment, freight, express, laundry, publications, etc., for departments, bureaus and committees. They do not list exhibitors.

Vol. 12*: Ledger A, 1899-1900. Includes exhibitors and the buildings in which they exhibited.

Vol. 13*: Sub ledger, 1901-1902. Includes alphabetical index.

Vol. 14*: Voucher record no. 1, Jan. 30, 1899 - Jan. 1902

Vol. 15*: Voucher record no. 2, Oct. 3, 1901 - Oct. 22, 1908. Lists date, no., in whose favor, what for, total, and figures for officers' salaries, general expenses, office furniture & equipment, plant, and the various departments, bureaus, and committees.

Vol. 16*: Check register no. 1, Mar. 10, 1899 - Sept. 27, 1901. Includes date, no., order of, for, charge, amount. Alphabetical by name.

Vol. 17*: Bond interest coupon book - 1st mortgage bond, nos. 1-5001

Vol. 18*: Bond interest coupon book - 1st mortgage bond, nos. 5001-5825, and 2nd mortgage bond

Subseries B: Secretary

Vol. 19*: Stock book and subscribers' ledger no. 1, A-E

Vol. 20*: Stock book and subscribers' ledger no. 2, F-K

Vol. 21*: Stock book and subscribers' ledger no. 3, L-R

Vol. 22*: Stock book and subscribers' ledger no. 4, S-Z. 1st call to 10th call; includes subscriber's name, date payment, balance. Alphabetical by name of subscriber.

Vol. 23*: Committee on Law and Insurance: record of insurance, 1899-1901

Box 2

Series II: Joint Committee of Architects and Engineers

2.1 Vol. 24: Minutes, Mar. 26 - Apr. 4, 1899. Includes evaluation of potential Exposition sites.

2.2 Memorandum to Executive Committee re selection of site and adoption of plot plans, Mar. 31, 1899.
Report on sites, Apr. 5, 1899.
Information on suggested sites.
Cost of buildings, etc., at Chicago World's Columbian Exposition, 1893.
Statistics of various Expositions, 1873-1893.
Plan of [Riverside] site.

2.3 Vol. 25: Scrapbook, Mar. 21 - May 13, 1899. Clippings re Joint Committee and site search.

Series III: Committee on Exhibits

Vol. 26: Index to exhibits [see Box 7]

Series IV: Board of Women Managers

2.4 Vol. 27: Minutes, 1900-1901. These are now online at Archive.org. Includes list of Applied Arts Section exhibitors and awards.

Vol. 28*: Women's Administration Building visitor register, 1901

Series V: Director-General

2.5 Correspondence, 1899-1901, including well wishes from heads of state.

2.6 Vol. 29: Report, part 1 (copy 1)

Box 3

3.1-3.6 Vol. 29: Report, parts 2-7 (copy 1). Includes sections on finances, construction, opening month, dedication, officers and committees, state and federal legislation, by-laws, juries and awards; also reports of exhibit divisions, and administrative bureaus and departments.

Vol. 29: Report (copy 2, bound). First part is missing. [See Box 6]

Box 4

4.1 Vol. 30: Memoranda to Dept. of Works, 1899-1900. Addressed to Newcomb Carlton, Director of Works; most regard actions of the Executive Committee.

Vol. 31*: Budgets, estimates and contracts, 1900-1901

Series VI: Medical Director

4.2 Letter, Acting Deputy Nelson W. Wilson, to Roswell Park, re reception of, and operation on, President McKinley, Sept. 6, 1901.

Series VII: Committee of Audit

4.3 Vol. 32: Memoranda of action, July 23 - Nov. 12, 1902

Series VIII: Dept. of Works

4.4 **Construction field books:**
Vol. 33: Electricity Building, Sept. 24, 1900 - Apr. 25, 1901

4.5 Vol. 34: Restaurant, propylaea, and stadium, June 25, 1900 - Nov. 30, 1900

4.6 Vol. 35: Stadium, restaurant, propylaea and pergolas, Dec. 1, 1900 - May 31, 1901

4.7 Vol. 36: Electric Tower, Sept. 22, 1900 - May 30, 1901

4.8 Vol. 37: Electric Tower lumber, Sept. 18 - Nov. 5, 1900.Field books inscribed, "H.C. Parsons, Supt."

Vol. 38*: Ledger, 1901. Lists services such as sewer connections, cleaning, garbage collection, fire service, lighting, etc., performed for exhibitors and businesses by the Works Dept.

Box 5

5.1 Bureau of Information report on accomplishments; includes expenses, n.d.

5.2 Press Dept. (Bureau of Publicity) reports, 1901. Reports of Mark Bennitt and Stephen W. Bolles, Superintendents.

Series IX: Division of Ethnology and Archaeology

5.3 Description of Ethnology Building, report on mounds, office rules, inventory of office furniture and supplies, report re visitor registers, report to Director-General, 1902, and list of miscellaneous items.

5.4 Payroll, 1901

5.5 Exhibits

5.6 Exhibit labels

5.7 Admissions

5.8 Visitors' cards, A-K

5.9 Visitors' cards, L-Z

Vol. 39*: Application for exhibit space book. Includes description of articles (number, kind), space desired inside building (floor space, wall space, wall space in art room, table cases, didactic cases), space desired outside building (length, width).
Vol. 39a: Records of Issuance and Renewals of Photographic Passes for Ethnology and Archaeology and Fine Arts Buildings, 1901 [See Box 7]

Series XI: U.S. Government Building

5.10 Guard orders and department personnel lists

Box 6

Vol. 29: Report (copy 2, bound). First part is missing.

Box 7

Vol. 39a: Records of Issuance and Renewals of Photographic Passes for Ethnology and Archaeology and Fine Arts Buildings, 1901

Vol. 40*: Visitor register, May 1 - June 23, 1901. Note: These include some brief comments.

Vol. 41*: Visitor register, June 23 - July 25, 1901

Vol. 42*: Visitor register, July 25 - Aug. 22, 1901

Vol. 43*: Visitor register, Aug. 22 - Sept. 17, 1901
Vol. 44*: Visitor register, Sept. 17 - Nov. 19, 1901

Series X: New York State Building

Vol. 45*: Visitor register, May 20 - July 25, 1901. Note: These do not include comments.
Vol. 46*: Visitor register, July 25 - Aug. 14, 1901
Vol. 47*: Visitor register, Aug. 15 - Aug. 30, 1901
Vol. 48*: Visitor register, Aug. 30 - Sept. 17, 1901
Vol. 49*: Visitor register, Sept. 17 - Oct. 4, 1901
Vol. 50*: Visitor register, Oct. 5 - Oct. 19, 1901
Vol. 51*: Visitor register, Oct. 19 - Nov. 2, 1901

*This volume is oversized and stored off-site. A special appointment is required to view it.